



Hoffman Employment Law, LLC

600 Jefferson Plaza Suite 204
Rockville, MD 20852
Phone: 301-251-3752 | Fax: 301-251-3753

Account Statement

Prepared for Alicia Curry
Re: FLSA Litig. re Frost & Assoc.

Previous Balance	\$0.00
Current Charges	\$9,117.50
New Balance	\$9,117.50
Adjustments	\$0.00
Payments	\$0.00
Now Due	\$9,117.50
Trust Account	\$0.00

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PRE-BILL

Alicia Curry

Invoice Date: February 20, 2019
 Invoice Number: Pre-bill
 Invoice Amount: \$9,117.50

Matter: FLSA Litig. re Frost & Assoc.

Attorney's Fees

11/30/2018	Research appropriate former employer, draft letter of representation.	J.L.	.40	\$82.00
11/30/2018	Phone conver w/ Pl re case details and strat going forward.	J.L.	.50	\$102.50
11/30/2018	Draft demand letter and tolling agreement.	J.L.	1.20	\$246.00
11/30/2018	Update demand letter and tolling agreement.	J.L.	.10	\$20.50
11/30/2018	Review email comms from Pl. reply re files produced.	J.L.	.10	\$20.50
12/2/2018	Review and revise demand letter. Draft comm to client.	H.B.H.	.80	\$320.00
12/3/2018	Review comm from client; forward comm. to G. Frost.	H.B.H.	.10	\$40.00
12/5/2018	Review and respond to comm from client re status of matter.	H.B.H.	.20	\$80.00
12/6/2018	Review email comms w/ client.	J.L.	.10	\$20.50
12/6/2018	Review timesheets from client, enter into spreadsheet to ID weeks of OT.	J.L.	1.60	\$328.00
12/7/2018	Draft comm to client re status of matter; review response. (.1 hrs). Conf with J. Liew re drafting of lawsuit.	H.B.H.	.10	\$40.00
12/8/2018	Draft Complaint.	J.L.	1.80	\$369.00
12/9/2018	Draft Complaint.	J.L.	1.60	\$328.00
12/10/2018	Draft complaint.	J.L.	4.60	\$943.00
12/11/2018	Draft complaint.	J.L.	3.00	\$615.00
12/12/2018	Edit and draft complaint.	J.L.	.50	\$102.50
12/12/2018	Edit complaint.	J.L.	.40	\$82.00
12/13/2018	Review email comm from HBH to Pl. re filing of	J.L.	.10	\$20.50

	complaint.				
12/14/2018	Review summons issued.	J.L.	.10	\$20.50	
12/14/2018	Review filings by Court re summons, case management order, and assignment of Magistrate Judge. Prepare Consent to Magistrate.	H.B.H.	.30	\$120.00	
12/16/2018	Review and respond to comm from D. Glover re A. Curry. Review comm from A. Curry re same.	H.B.H.	.10	\$40.00	
12/16/2018	File Magistrate Consent.	H.B.H.	.10	\$40.00	
12/20/2018	Review and respond to comm from client re status of matter.	H.B.H.	.10	\$40.00	
12/21/2018	Review response ltr from op con re demand ltr.	J.L.	.20	\$41.00	
12/21/2018	Review letter from D. Glover. (.1 hrs). Conf. with J. Liew re same. (.1 hrs). Draft comm. to client, forwarding comm. with comments. (.2 hrs).	H.B.H.	.40	\$160.00	
1/4/2019	Review letter from D. Glover. Draft lengthy response to D. Glover re status of matter. Review response from D. Glover.	H.B.H.	.60	\$240.00	
1/10/2019	Review comm from D. Glover. Draft comm to client; review response.	H.B.H.	.30	\$120.00	
1/11/2019	Review email from op con, save doc production.	J.L.	.10	\$20.50	
1/11/2019	Review comm from D. Glover re document production; conf with J. Liew re same.	H.B.H.	.10	\$40.00	
1/15/2019	Send email to Pl. w/ docs produced by Defs.	J.L.	.10	\$20.50	
1/15/2019	Review comm from J. Liew to client re status of matter.	H.B.H.	.10	\$40.00	
1/16/2019	Review and respond to A. Curry re status of matter.	H.B.H.	.10	\$40.00	
1/21/2019	Review spreadsheets provided by Pl. Curry.	J.L.	.10	\$20.50	
1/28/2019	Tele conf with client re status of matter, discussion of settlement strategies.	H.B.H.	.30	\$120.00	
1/31/2019	Review calculations and draft settlement demand letter; review and revise. Prepare materials and draft ecomm to D. Glover, attaching same.	H.B.H.	1.10	\$440.00	
2/1/2019	Edit damage calculations spreadsheet.	J.L.	.10	\$20.50	
2/1/2019	Sort prebill statement (0.1); draft lodestar letter to opposing counsel (0.2).	J.L.	.30	\$61.50	
2/1/2019	Review comm. from D. Glover. Review billing records. Confer with Associate Liew re preparation of lodestar record. Draft comm to D. Glover attaching lodestar statement and calculation spreadsheet.	H.B.H.	.60	\$240.00	
2/4/2019	Phone call w/ Pl. conveying counter offer and discussion of settlement negotiation issues.	J.L.	.20	\$41.00	
2/4/2019	Review and respond to comm. from D. Glover.	H.B.H.	.10	\$40.00	
2/6/2019	Review and respond to comm re settlement terms.	H.B.H.	.10	\$40.00	
2/7/2019	Review email communications between opposing counsel and HBH re settlement offers.	J.L.	.10	\$20.50	
2/7/2019	Review and respond to comm from D. Glover re settlement terms.	H.B.H.	.10	\$40.00	
2/8/2019	Draft joint motion to approve FLSA settlement, settlement agreement, and proposed order.	J.L.	3.90	\$799.50	
2/8/2019	Review and respond to multi (3) back and forth	H.B.H.	.40	\$160.00	

	emails concerning settlement terms and related negotiation.				
2/10/2019	Review and revise settlement agreement; motion for settlement; and proposed order. Draft email to Glover re same.	H.B.H.	.50	\$200.00	
2/11/2019	Draft and send email to Pl. Curry re tentative settlement agreement details.	J.L.	.10	\$20.50	
2/11/2019	Review opposing counsel's edits to settlement documents.	J.L.	.20	\$41.00	
2/11/2019	Review comm from D. Glover re edits to settlement agreement; draft response.	H.B.H.	.30	\$120.00	
2/11/2019	Review Order re Consent to Magistrate Judge.	H.B.H.	.10	\$40.00	
2/11/2019	Review Notice of Appearance re D. Glover.	H.B.H.	.10	\$40.00	
2/12/2019	Review comm from Glover re settlement agreement language; draft response comm with add'l revisions.	H.B.H.	.60	\$240.00	
2/17/2019	Draft letter to client re taxation of fees/costs and availability of deduction and instructions for taking same. Review and revise. Draft comm to client re same, requesting teleconference to discuss agreement. (1.3 hrs). Review and make slight revisions to settlement agreement. Draft comm to D. Glover attaching same. Review final versions of prop order and Joint Motion. (.3 hrs).	H.B.H.	1.60	\$640.00	
2/18/2019	Review email correspondence from HBH to opposing counsel and Pl. Curry re. finalization and signing of settlement documents.	J.L.	.10	\$20.50	
2/18/2019	Tele conf. with client re terms of settlement, tax issues, etc.	H.B.H.	.30	\$120.00	
2/19/2019	Transmit copy of agreement to D. Glover. Review response (complete copy). Prepare Atty Declaration. Draft communication to J. Liew re fee/cost record.	H.B.H.	.60	\$240.00	
2/19/2019	Draft atty declaration. Review and revise. Review fee/cost record. Review and revise Motion and proposed Order. File same via ECF.	J.L.	.90	\$184.50	
SUBTOTAL:			32.70	\$8,692.50	

Costs

12/13/2018	Filing Fee	\$400.00
2/19/2019	Process Service - Attempt	\$25.00
SUBTOTAL:		\$425.00

Matter Ledgers

SUBTOTAL:

Trust Account

2/19/2019	Previous Balance	\$0.00
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Available in Trust:	\$0.00
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TOTAL \$9,117.50
PREVIOUS BALANCE DUE \$0.00

CURRENT BALANCE DUE AND OWING \$9,117.50